

SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



ITEM: 3.12
(ID # 25119)

MEETING DATE:
Tuesday, June 11, 2024

FROM : AGRICULTURAL COMMISSIONER

SUBJECT: AGRICULTURAL COMMISSIONER: Cooperative Agreement No. 23-0735-000-SA Amendment Number 1 with the California Department of Food and Agriculture for the Pest Detection Trapping Program, effective July 1, 2023 through June 30, 2024, All Districts. [\$345,213 Total Cost - State Funds 100%]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify and approve Cooperative Agreement No. 23-0735-000-SA Amendment Number 1 with the California Department of Food and Agriculture (CDFA) for the Pest Detection Trapping Program, effective July 1, 2023 through June 30, 2024, in the amount of \$345,213; and
2. Authorize the Chair of the Board of Supervisors to sign the agreement on behalf of the County.

ACTION: Policy

Delia Cioc, Assistant Agricultural Commissioner. 5/28/2024

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Gutierrez, seconded by Supervisor Jeffries and duly carried, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Spiegel, Washington and Gutierrez
Nays: None
Absent: Perez
Date: June 11, 2024
xc: Agric. Comm.

Kimberly A. Rector
Clerk of the Board

By: 
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 345,213	\$ 0	\$ 345,213	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: California Department of Food and Agriculture 100%			Budget Adjustment: No	
			For Fiscal Year: 2023/2024	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

In 2023, The County entered into an agreement with the California Department of Food and Agriculture (CDFA) for the placing and servicing of traps for the detection of exotic pests which are considered detrimental to agriculture and to the economy of California. Pursuant to this amendment to the Agreement, the County would continue the trapping program with funding from the CDFA.

This agreement was approved as to form by County Counsel.

Contract History and Price Reasonableness

This agreement has been entered into each year since its inception in FY 2019/2020; the dollar amount shall cover all related costs.

ATTACHMENTS

Attachment A: **Cooperative Agreement No. 23-0735-000-SA Amendment Number 1 with the California Department of Food and Agriculture**

Attachment B: **Cooperative Agreement No. 23-0735-000-SA with the California Department of Food and Agriculture**


 Jason Farin, Principal Management Analyst 6/4/2024


 Aaron Gettis, Chief of Deputy County Counsel 6/4/2024

RESOLUTION

BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in regular session assembled on Tuesday, June 11, 2024, that the Chair is authorized and directed to execute on behalf of said County the Cooperative Agreement No. 23-0735-000-SA between Riverside County and the California Department of Food and Agriculture (CDFA) providing for: Pest Detection Trapping Program.

ROLL CALL:

Ayes: Jeffries, Spiegel, Washington, and Gutierrez

Nays: None

Absent: Perez

Abstain: None

The foregoing is certified to be a true copy of a resolution duly adopted by said Board of Supervisors on the date therein set forth.

KIMBERLY A. RECTOR, Clerk of the Board

BY:  _____
Deputy

**AMENDED COOPERATIVE AGREEMENT
SIGNATURE PAGE**

AGREEMENT NUMBER **23-0735-000-SA**
AMENDMENT NUMBER **1**

- This Agreement is entered into between the State Agency and the Recipient named below:
STATE AGENCY'S NAME
DEPARTMENT OF FOOD AND AGRICULTURE (CDFA)
RECIPIENT'S NAME
COUNTY OF RIVERSIDE
- The term of this Agreement is: **July 1, 2023 through June 30, 2024**
- The maximum amount of this Agreement is: **\$345,213.00**
- The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made a part of the Agreement:

Paragraph three (3) of the Agreement is hereby amended to increase the Agreement by \$289,663.00 for a new total not to exceed \$345,213.00.

The additional funding is needed for the Recipient to perform Oriental Fruit Fly (OFF) delimitation.

The following documents are attached and are hereby incorporated into the Agreement:

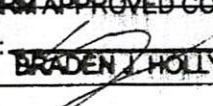
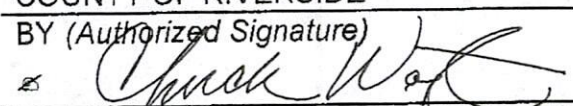
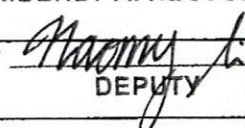
- The Training and Survey Season for Delimitation Activities (1 Page)
- The OFF Delimitation Financial Plan (2 Pages)

The following documents are attached with revisions shown in red text, and hereby replace the versions in the original Agreement:

- Attachment G, the Budget and Survey Quick Guide (2 Pages)
- Attachment H, the Invoice Template (1 Page)

All other terms and conditions of this Agreement shall remain the same.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

RECIPIENT		FORM APPROVED COUNTY COUNSEL	
RECIPIENT'S NAME (Organization's Name) COUNTY OF RIVERSIDE		BY: 	DATE: 6/4/24
BY (Authorized Signature) 	DATE SIGNED 6/11/2024	ATTEST: KIMBERLY A. RECTOR, Clerk	
PRINTED NAME AND TITLE OF PERSON SIGNING CHUCK WASHINGTON CHAIR, BOARD OF SUPERVISORS		By  DEPUTY	
ADDRESS Post Office Box 1089, Riverside, CA 92502-1089			

STATE OF CALIFORNIA	
AGENCY NAME DEPARTMENT OF FOOD AND AGRICULTURE (CDFA)	
BY (Authorized Signature) 	DATE SIGNED
PRINTED NAME AND TITLE OF PERSON SIGNING LAURA RODRIGUEZ, STAFF SERVICES MANAGER I, OFFICE OF GRANTS ADMINISTRATION	
ADDRESS 1220 N STREET, ROOM 120 SACRAMENTO, CA 95814	

LB

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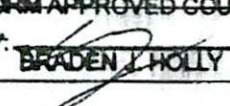
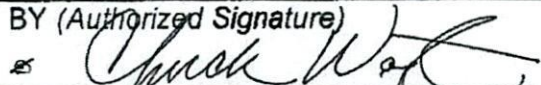
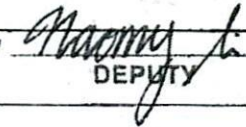

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BY (Authorized Signature) 	DATE SIGNED 6/11/2024	ATTEST: KIMBERLY A. RECTOR, Clerk	
PRINTED NAME AND TITLE OF PERSON SIGNING CHUCK WASHINGTON CHAIR, BOARD OF SUPERVISORS		By  DEPUTY	
ADDRESS Post Office Box 1089, Riverside, CA 92502-1089			
STATE OF CALIFORNIA			
AGENCY NAME DEPARTMENT OF FOOD AND AGRICULTURE (CDFA)			
BY (Authorized Signature) 	DATE SIGNED Digitally signed by Kristi Duprey Date: 2024.06.19 13:25:26 -07'00'		
PRINTED NAME AND TITLE OF PERSON SIGNING LAURA RODRIGUEZ, STAFF SERVICES MANAGER I, OFFICE OF GRANTS ADMINISTRATION			
ADDRESS 1220 N STREET, ROOM 120 SACRAMENTO, CA 95814			

JUN 11 2024 3.12

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California Department of Food and Agriculture
 Pest Detection County Agreements
 OFF Delimitation Financial Plan
 FY 2023/2024
 July 1, 2023 - June 30, 2024
 Riverside County

A. Personnel Services - Delimitation				
				Billable Hours
Detection Trapping Hours <i>(Total hours pulled from the Personnel Work Sheet)</i>				3200.00
Non-Detection Trapping Hours <i>(Total hours pulled from Personnel Cost Work Sheet)</i>				240.00
Total Hours:				3440.00
Subtotal Personnel Cost:				\$227,400.00
Overhead: 25%				\$56,850.00
Total Personnel Cost:				\$284,250.00
B. Supplies <i>(Itemized such as trapping poles, office & field supplies, etc.)</i>				
Field supplies				\$500.00
Total Supplies Cost:				\$500.00
C. Other Items of Expense <i>(Communications, IT Services, Subcontractor, etc.)</i>				
Item 1				\$0.00
Total Other Items of Expense Cost:				\$0.00
D. Mileage				
	# of Vehicles	Est. Miles	Mileage Rates	Total Mileage Cost
County Vehicles	3.0	2,500.0	0.655	\$4,912.50
State Vehicles	0.0	0.0	0.000	\$0.00
Rental Vehicles	0.0	0.0	0.000	\$0.00
Total Mileage Cost:				\$4,912.50

Total Delimitation Cost:	\$289,663.00
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Total Agreement Amount CDFA will reimburse for Delimitation Cost: **\$289,663.00**

California Department of Food and Agriculture
Pest Detection County Agreements
OFF Delimitation Personnel Work Sheet
FY 2023/2024
July 1, 2023 - June 30, 2024
Riverside County

Personnel Costs - Delimitation					
Position Title	Hourly Wage	Hourly Benefit Amount	Total Hourly Rate	Total Billable Hours to be Worked	Total Cost
Detection Positions					
Agriculture and Standards Investigator	\$44.00	\$22.00	\$66.00	3,200.00	\$211,200.00
Detection Total:				3,200.00	\$211,200.00
THWS				3,200	
Non-Detection Positions					
Supervising ASI	\$46.00	\$23.00	\$69.00	100.00	\$6,900.00
Deputy Commissioner	\$52.00	\$26.00	\$78.00	100.00	\$7,800.00
Office Assistant	\$25.00	\$12.50	\$37.50	40.00	\$1,500.00
Non-Detection Total:				240.00	\$16,200.00
Total Delimitation Personnel Cost:					\$227,400.00

Salary rates subject to change due to changes in labor contracts program modifications, cost-of-living adjustments, step increases, classification series, fringe benefits, etc.

COMMENT: Non-Detection staff time spent processing specimens, second review of all traps, support, conference calls, meetings, public relations, etc. General management & clerical type duties, training, quality control, time keeping, invoicing, etc. Time allotted for data entry, tracking gps coordinates, and weekly reporting.

Budget and Survey Quick Guide
 Pest Detection County Agreements
 Budget summary guide of the fund source breakdown.

County: Riverside
 FY: 23/24

Total Agreement Amount CDFA will reimburse \$ 345,213.00

Funding Sources	CORE Costs			Additional Costs	CalTrap Costs	Total	%
	Fruit Fly	Spongy Moth	Japanese Beetle				
<i>Federal Funds</i>						\$ -	0.00%
<i>State Funds</i>						\$ -	0.00%
<i>Unclaimed Gas Tax</i>				\$ 45,550.00	\$ 10,000.00	\$ 55,550.00	16.09%
<i>PD/EP Branch general funds</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<i>State Emergency Funds</i>	\$ 289,663.00	\$ -	\$ -	\$ -	\$ -	\$ 289,663.00	83.91%
Totals	\$ 289,663.00	\$ -	\$ -	\$ 45,550.00	\$ 10,000.00	\$ 345,213.00	100%

The Total Agreement Amount CDFA will reimburse for is the total cost CDFA may reimburse the counties. Any costs exceeding this total will not be paid.

The Funding sources give a summary of the funding costs CDFA uses to reimburse county monthly billing. Each fund source listed comes from separate pots of money. Once each fund source is exhausted, no more funds can be reimbursed through that specific fund source. Counties must not exceed the total individual costs listed above for each activity and fund source.

Budget and Survey Quick Guide
 Pest Detection County Agreements

County: Riverside
 FY: 23/24

Survey Summary Guide: This form is to aid in billing and invoicing

Disclaimer: Refer to contract for full survey details. Does not include EFF, SM and JB Additional Extended

Season Traps

Survey type	MF	MP	OF	ML	CP gard	CP rural	CP rural res.	Total EFF	SM	JB	ECB	KB	CSB
Core								0					
Additional								0	40		46	24	80
Other								0					
Total traps/site surveyed/Mo	0	0	0	0	0	0	0	0	40	0	46	24	80
Servicing/trap/Mo									2.17		2.17	1	1
Servicings/Mo	0	0	0	0	0	0	0	0	86.8	0	99.8	24	80

TRAPPING SEASON for CORE PROGRAM

Trap Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
MF												
MP												
OF												
ML												
CP garden												
CP rural												
CP rural res.												
SM												
JB												

TRAPPING SEASON for ADDITIONAL ACTIVITIES

Survey Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
SM						2	2	2				
ECB				2	2	2	2	2	2			
KB	1	1	1	1	1	1	1	1	1	1	1	1
CSB							1	1	1	1		


4 weekly servicings 2 biweekly servicings 1 monthly servicings

COUNTY LETTERHEAD

Attachment H

SUBMIT MONTHLY TO cdfa.phpps_pdepb_county_invoices@cdfa.ca.gov

Invoice Month/Year: _____

STATE OF CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE PLANT HEALTH AND PEST PREVENTION SERVICES Pest Detection Emergency Projects Branch 1220 N STREET SACRAMENTO CA 95814	
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REMIT PAYMENT TO (County Address)

Accounting use only:

Agreement/Program Name:	Fruit Fly Delimitation
Agreement Number:	
Agreement Amount:	

For State Use Only

Accounting use only:

Date:	
County:	
Amount Billed to Date:	
Invoice #	
Revision Date:	
Billing Period:	From: _____ To: _____

Fruit Fly Delimitation Costs

	Total Hours	Total Costs
Personnel Expenses		
Detection Activities	0.00	\$ -
Non-Detection Activities	0.00	\$ -
Indirect Rate	25%	\$ -
Operating Expenses		\$ -
Sub-Contracting Expenses		\$ -
Mileage Expenses		\$ -
Grand Total	0.00	\$ -

Mileage Expense Breakout	Total Miles	Rate	Total Cost
County Vehicles	0.00	0.000	\$0.00
State Vehicles	0.00	0.000	\$0.00
Rental Vehicles	0.00	0.000	\$0.00
Total Mileage Expenses:			\$0.00

COMMENTS: